

Important points you should note when completing the form

Please note:

There are limited funds set aside each year for Tuition fee Assistance. The underlining premise of this fund is for hardship cases and there is no guarantee that applicants will automatically receive any finance as each application is considered on its own merit.

The information submitted will be used to administer your application for Tuition Fee Assistance.

Reckonable income for Tuition Fee Assistance is the gross income from all sources, whether it arises in Ireland or abroad. The income taken into account is gross income before any deductions for PAYE, income tax, capital gains tax, capital acquisitions tax, PRSI (social insurance), income levy, etc. You need to inform us about **all** income including income that is described as 'tax-free', 'tax-paid', 'not liable to tax' or 'exempt from tax'.

Income from self-employment including farming required documentary evidence will be a copy of accounts for each business. Computation of profit/(loss) for income tax, notice of assessment and copy of receipt from a PRSA or Retirement Annuity provider.

For the Academic Year 2021/22 we will look at all income for the **2020** tax year, that is, income arising between 1 January 2020 and 31 December 2020. You must declare all income on this application form whether it arises in Ireland or abroad. Where you have **foreign income**, please enter the euro equivalent of the gross amounts. If you are not sure whether an income, gain or benefit should be included in the calculation of reckonable income, please give us details including the amounts involved when sending us your application form. This will help avoid any misunderstandings, which might otherwise arise during the processing of the application. Mature students are those who are 18 years of age or over and enrolled on a part-time basis at the RIAM.

Documentary evidence you must send us the following documents as evidence for **each** family member in receipt of any income. Failure to do so will delay the processing of your grant application.

- Employment Detail Summary for each employment which you held at the during 2020 tax year and which you get from your employer(s)
- P21 PAYE Balancing Statement for 2020 which you can get on-line at www.revenue.ie or by contacting your local Revenue office

Social welfare payments If you, your parent(s), legal guardian, spouse or partner, as applicable, got a social welfare payment from this State or the equivalent payment from another State (other than child benefit) at any time in 2020, details must be included. A written statement from the Department of Social Protection, which includes name of recipient, name of scheme, amount received and date the payment started and if applicable, date the payment ceased

Eligibility

- Only existing students/guarantors are eligible to apply for assistance.
- New students commencing studies for the relevant academic year are **not** eligible.
- Students whose accounts are in arrears will not be considered for assistance.
- Closing date is 8th June and no late applications will be considered.

Checklist

Before returning this form to the Junior RIAM Office please make sure that you have:

- fully answered all questions and that your parent(s), legal guardian, spouse or partner, as applicable have completed all relevant sections.
- enclosed all evidential documents [originals/certified copies]. Incomplete applications will **not** be considered.
- signed and dated the application form.

Tuition Fee Assistance Application Form [part-time students only]

CLOSING DATE: 25th June 2021

RIAM

Royal Irish
Academy of Music

Personal details of Student(s):

Please state Student's name, PPS No. & Date of Birth (DOB), subjects attended at RIAM:

Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		
Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		
Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		
Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		
Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		
Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		
Student's Name:	PPS No	DOB:
Subjects (including Musicianship):		

Category of students:

Dependent on parent(s)/legal guardian ☐ Mature student dependent on parent(s)/legal guardian ☐ Independent mature student ☐

If independent mature student are you:

Never married ☐ Married ☐ Cohabiting ☐ Separated ☐ Divorced ☐ Remarried ☐ Widowed ☐

Personal details of parent(s), legal guardian, spouse or partner [all relevant sections must be completed]:

Father or <input type="checkbox"/> Legal Guardian <input type="checkbox"/>	Mother or <input type="checkbox"/> Legal Guardian <input type="checkbox"/>	Spouse or <input type="checkbox"/> Partner <input type="checkbox"/> *
Name: _____	Name: _____	Name: _____
PPS Number: _____	PPS Number: _____	PPS Number: _____
Current Marital Status:	Current Marital Status:	Current Marital Status:
Never married <input type="checkbox"/> Married <input type="checkbox"/>	Never married <input type="checkbox"/> Married <input type="checkbox"/>	Never married <input type="checkbox"/> Married <input type="checkbox"/>
Cohabiting <input type="checkbox"/> Separated <input type="checkbox"/>	Cohabiting <input type="checkbox"/> Separated <input type="checkbox"/>	Cohabiting <input type="checkbox"/> Separated <input type="checkbox"/>
Divorced <input type="checkbox"/> Remarried <input type="checkbox"/>	Divorced <input type="checkbox"/> Remarried <input type="checkbox"/>	Divorced <input type="checkbox"/> Remarried <input type="checkbox"/>
Widowed <input type="checkbox"/>	Widowed <input type="checkbox"/>	Widowed <input type="checkbox"/>
Home Address: _____	Home Address: _____	Home Address: _____
Contact No: _____	Contact No: _____	Contact No: _____
e-mail: _____	e-mail: _____	e-mail: _____
Employment Status:	Employment Status:	Employment Status:
Employed <input type="checkbox"/> Retired <input type="checkbox"/>	Employed <input type="checkbox"/> Retired <input type="checkbox"/>	Employed <input type="checkbox"/> Retired <input type="checkbox"/>
Self-employed <input type="checkbox"/> Student <input type="checkbox"/>	Self-employed <input type="checkbox"/> Student <input type="checkbox"/>	Self-employed <input type="checkbox"/> Student <input type="checkbox"/>
Home duties <input type="checkbox"/> Unemployed <input type="checkbox"/>	Home duties <input type="checkbox"/> Unemployed <input type="checkbox"/>	Home duties <input type="checkbox"/> Unemployed <input type="checkbox"/>
Other <input type="checkbox"/> [please specify] _____	Other <input type="checkbox"/> [please specify] _____	Other <input type="checkbox"/> [please specify] _____
Occupation: _____	Occupation: _____	Occupation: _____

* Spouse means each person of a married couple, who are living together, or a couple who are not married to each other but are cohabiting as a couple. If you are a mature student applying and you have a spouse or partner, your spouse or partner must complete this section of the form

Reckonable income

Were you employed in 2020 on a full-time, part-time or temporary basis? If YES enter the **total gross income** from **all** employments including any benefit-in-kind in 2020. Mature student is anyone **23** years of age or over **[Documentary evidence must be supplied]**

Mature Student [23 & over] Were you employed in 2020? Yes <input type="checkbox"/> No <input type="checkbox"/> Gross Income € <input type="text"/> Are you in current employment? Yes <input type="checkbox"/> No <input type="checkbox"/>	Father or legal guardian Were you employed in 2020? Yes <input type="checkbox"/> No <input type="checkbox"/> Gross Income € <input type="text"/> Are you in current employment? Yes <input type="checkbox"/> No <input type="checkbox"/>	Mother or legal guardian Were you employed in 2020? Yes <input type="checkbox"/> No <input type="checkbox"/> Gross Income € <input type="text"/> Are you in current employment? Yes <input type="checkbox"/> No <input type="checkbox"/>	Spouse or partner (as applicable) Were you employed in 2020? Yes <input type="checkbox"/> No <input type="checkbox"/> Gross Income € <input type="text"/> Are you in current employment? Yes <input type="checkbox"/> No <input type="checkbox"/>
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* If more than one student has reckonable incomes please fill out additional page

Additional Reckonable income -please complete if applicable [Documentary evidence must be supplied]

Did you receive any type of social welfare payments in 2020 other than child benefit? If Yes enter total gross amount received from 1 st January – 31 st December	Mature Student Yes <input type="checkbox"/> No <input type="checkbox"/> Benefit: <input type="text"/> Gross € <input type="text"/>	Father or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Benefit: <input type="text"/> Gross € <input type="text"/>	Mother or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Benefit: <input type="text"/> Gross € <input type="text"/>	Spouse or partner (as applicable) Yes <input type="checkbox"/> No <input type="checkbox"/> Benefit: <input type="text"/> Gross € <input type="text"/>
Were you self-employed or engaged in farming in 2020? If yes enter the adjusted profit or loss for income tax purposes for the tax year 2020.	Mature Student Yes <input type="checkbox"/> No <input type="checkbox"/> Gross € <input type="text"/>	Father or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Gross € <input type="text"/>	Mother or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Gross € <input type="text"/>	Spouse or partner (as applicable) Yes <input type="checkbox"/> No <input type="checkbox"/> Gross € <input type="text"/>
Did you have rental from any land or properties in Ireland or abroad in 2020? If yes enter the adjusted profit or loss for income tax purposes for the tax year 2020.	Mature Student Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Father or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Mother or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Spouse or partner (as applicable) Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>
Did you receive any other income in 2020 from any sources not mentioned above? If yes please provide a description of income and enter total gross amount received.	Mature Student Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Father or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Mother or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Spouse or partner (as applicable) Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>
Do any of the students attending the RIAM receive any income? If Yes enter total gross amount received from 1 st January - 31 st December 2020.	Mature Student Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Father or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Mother or legal guardian Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>	Spouse or partner (as applicable) Yes <input type="checkbox"/> No <input type="checkbox"/> Source: <input type="text"/> Gross € <input type="text"/>

Have you applied for or will you be getting any other student financial assistance from Ireland/abroad? Yes ☐ No ☐

If yes give details – amount etc.

Did you get assistance from the RIAM in previous years? Yes ☐ No ☐ If yes please state: Year Amount €

I/We declare that all the information that I/we have given together with documentary evidence is accurate

Parent/Guardian's Signature: Date: